

Internship Opportunity
Education Office
Harpers Ferry National Historical Park

The National Park Service is an Equal Opportunity employer. Selection for this volunteer position will be made solely on the basis of merit, fitness, and qualifications without regard to race, sex, color, creed, age, marital status, national origin, sexual orientation, non-disqualifying handicap conditions, or any other non-merit factors.

POSITION: Education Internship. **Please note this is a volunteer position.**

STIPEND: \$1,500.00 for 15-week semester

HOUSING: Dorm housing included.

OPENING DATE: September 30th

CLOSING DATE: October 30th

Note: Faxed, hand delivered or electronic applications must be received by the closing date. Mailed applications must be postmarked by closing date.

LOCATION: Harpers Ferry National Historical Park
Division of Interpretation, Education Office
Harpers Ferry, West Virginia

SELECTION: Two Candidates will be selected by November 15th

For Further information

Catherine Bragaw, Education Program Coordinator (304) 535-6283 or
David Fox, Park Volunteer Coordinator (304) 535 6282

ADDRESS OF EDUCATION OFFICE: Harpers Ferry National Historical Park
Attn: Education Office
P.O. Box 65, Fillmore Street
Harpers Ferry, WV 25425
Email: Catherine_Bragaw@nps.gov

Reasonable accommodation. This agency provides reasonable accommodation to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency at (304) 535-6283. The decision on granting reasonable accommodation will be on a case-by-case basis.

Pay, Benefits and Work Schedule: This is a volunteer position not to exceed 600 hours or one full semester of internship work. Work schedule will be full-time during the 15 week semester. Schedule will be Monday through Friday, but subject to occasional changes in the work schedule that might include working weekends, or evenings.

Conditions of Employment: Incumbent is required to wear the NPS Volunteer uniform shirt or historic period costume. The work often requires prolonged periods of standing, sitting, or walking. The incumbent must frequently traverse uneven terrain, which can involve walks/hikes with considerable change in elevation. Lifting moderately heavy objects may be required. Work is performed both indoors and outdoors. Periods of inconvenience can be experienced when working in historical costume.

Description of Duty Station: Harpers Ferry National Historical Park is located at the confluence of the Potomac and Shenandoah rivers in the states of West Virginia, Maryland and Virginia. The park consists of approximately 2,500 acres with 65 park structures. Within the park are also located the Harpers Ferry Interpretive Design Center and Mather Employee Development Center. The park is currently involved in a continuing rehabilitation and restoration program. The park's interpretive services educate the public on five cultural/natural resource topics. The Interpretation and Cultural Resource Management program is continually under evaluation to meet ongoing complex challenges to park resources and issues. The park's history and nationally significant themes include: Industrial history/ arms manufacturing, John Brown's 1859 Raid, 1861-1865 Civil War military and civilian history, African American history/Storer College, Transportation development, Natural history and the developing American experience.

Statement of Duties: This internship is in the Office of Education with the Division of Interpretation and Cultural Resource Management. The intern assists in the operation and management of the Education Office in the Division of Interpretation. Responsibilities include development and presentation of on and off site curriculum based education activities and tours; development of pre and post visit materials, assistance with the logistic on-site arrangements, assistance with planning and development of program curriculum offerings, staffing of 19th century historical furnished and modern exhibits, presenting informal resource interpretation, assistance with special events and activities, maintenance of education materials and prop collection, and historic and resource research. Primary duties are to interpret the park's significant natural and cultural history stories to students K – 12th grade and to organize, prepare and present interpretive programs utilizing current methods, learning theories and curriculum guidelines. Park's history and nationally significant themes include Industrial history/ arms manufacturing, John Brown's 1859 Raid, 1861-1865 Civil War military and civilian history, African American history/Storer College, transportation development, Natural history and American experience stories.

Relocation Expenses: Travel, transportation, and relocation expenses will not be paid by the Agency. Any travel, transportation and relocation expenses associated with reporting to duty in this position will be the responsibility of the selected student.

Qualifications Required: To qualify, applicants must be currently enrolled in an 4 year or above course of college study leading to a bachelor's or master's degree with major study in education, American history/studies, science, museum education, or public speaking/communications or a related degree that included or was supplemented by at least 15 semester hours in education, American history studies, science, or public speaking/communications. Education must have been obtained from an accredited college or university. Candidates interested in the field of non-traditional teaching and public history or encouraged to apply.

How to Apply: Applicants need to submit a cover letter with a resume describing their work history and experience along with three references including contact information. In addition, the student should submit a one-page agreement letter outlining the student's current enrollment status, department approval, and name of sponsoring professor and college work requirements. Applications will be evaluated based on information received regarding experience (paid and unpaid), education, training, and awards, appraisals and reference recommendations.

Please submit by closing date to:

Harpers Ferry National Historical Park

Attn: Education Office

Catherine Bragaw, Education Coordinator

P.O. Box 65, Fillmore Street

Harpers Ferry, WV 25425

Fax # (304)535-6244

Email: Catherine_Bragaw@nps.gov